

Visitor protocol at Academia

Academia understands that residents' do have a need to have a visitor(s) staying overnight from time to time. However, it is important that the presence of visitors does not present a security risk or inconvenience to other residents and that the granting of consent is properly controlled. No visitor will be allowed to stay overnight in Academia other than in accordance with these rules. Residents remain responsible for the behaviour of their visitors at all times.

Who can give consent?

1. Only Executive Leaders or staff at the Academia office can give permission for overnight visitors. Consent is discretionary and allowing a visitor to stay overnight in Academia is a privilege not a right.
2. During the week, students can obtain a visitor's slip from either the office (until 16h30) or from an Executive Leader (until 19h00). On weekends, visitor slips are to be obtained from one of the Executive Leaders.
3. When visitor slips are obtained from the office or Executive Leader, it is important for the student to fill out two identical forms: one will be kept by him/her and the other must be handed to the security office. Both of these need to be signed by the Executive Leader or staff member. This system grants the visitor access to the residence and the permission to sleep over.

How long can they stay and how many visitors are allowed?

1. A resident can have a maximum of two overnight visitors per night. This is limited to one night during the week; on weekends visitors are permitted to stay for two nights.
2. There are strictly NO VISITORS allowed on Varsity Cup nights.
3. If a resident should want a visitor/family member to stay for longer than the allowed time, the request should be addressed to the Academia office where a decision will be made based on the merits in each case.
4. An Executive Leader cannot authorise his/her own visitor slips.

Can the same person have frequent visitors?

1. There is no limit on the frequency of visitors other than as set out herein. However, the system relies on residents not to abuse the visitor privilege and not to allow non-residents to stay in Academia on a regular basis. The granting of consent remains in the discretion of the person granting the consent.
2. The privilege is meant for bona fide visitors and those granting consent will monitor the granting of visitor's slips to any one Academia resident over time in order to prevent abuse.